

Merchantville, NJ

January 4, 2021

The Annual Reorganization Meeting of Borough Council was held at 7:30 PM, January 4, 2021 Mayor Ted Brennan presided. Pledge of Allegiance and Silent Prayer were observed. Announcement was made that the meeting had been advertised in accordance with the regulations prescribed by the "Open Public Meetings Act".

ROLL CALL:

Council Present: Sean Fitzgerald, Andrew McLoone, Anthony Perno, Maria Nina Scarpa, Dan Sperrazza, Raymond Woods, Edward Brennan, Borough Clerk Brouse, CFO Moules and Attorney Higgins were present

SWEARING IN:

Council-Elect Andrew McLoone, qualify by taking Oaths of Office

ROLL CALL:

Council Present: Sean Fitzgerald, Andrew McLoone, Anthony Perno, Maria Nina Scarpa, Dan Sperrazza, Raymond Woods

COUNCIL PRESIDENT:

On a motion of Mr. Sperrazza and second of Mr. McLoone, Council nominated Anthony Perno as Council President. There being no other nominations, Anthony Perno was elected by a unanimous roll call vote.

Remarks by newly elected officials-

Thank you Freeholders Pamela Lampitt, Jeffrey Nash and Lou Greenwald for attending the Reorganization meeting.

Assemblyman Greenwald - Thank you for your service to others. Issues now are jobs lost, illness and death from Covid 19. What are the community needs of the people how we support the town. Reach out to us and we will try to get communication out for the vaccine and information.

Assemblywoman Lampitt – Reflect that her grandchild has spent his life during the pandemic challenges that we have all faced. Loss during the year and unity to get through it. We all have a store and face challenges. Rise above all of this in the future. Happy Healthy New Year.

County Commissioner Jeff Nash – Babysitting. Congrats on the Election. Happy Healthy New Year.

Councilman McLoone – Thank you to the voters and my family, parents and my wife. Higher calling it is about public safety, public health, and diversity. Make Merchantville the best community.

Councilman Fitzgerald – Thanks to my wife and family. The pandemic made it difficult. Thanks to the volunteers that kept things going. Thanks to Police, Fire and OEM, thanks to council for help, advise and support.

Councilman Perno – I will continue to work hard for you. I would like to thank my family. Getting over Covid made me realize how important family is. Friends and neighbors prove how everyone pulls together and bring joy during this time. Let's capture and continue the spark of energy this coming year.

Remarks by Mayor-

- Sense of community drove Merchantville in 2020, pandemic, violence, failed leadership at highest levels of government
- CARES reimbursement
- Thank Mr. Norcross for funding and County for \$375,000 for small business grants.

- Aggressive steps to provide service for residents.
- Expand outdoor dining.
- Suspend fines.
- Social media expanded; Facebook and YouTube.
- 2 volunteer groups; OEM and BOH were in action. JP Baeuchamp and Joan Brennan, thank you.
- Worked with School and Religious institutions.
- Racism-Police responded with community forum at Wellwood Park and Diversity Committee-remove barriers.
- Police Chief worked tirelessly to respond to residents and de-escalate situations, thank you.
- Staff, volunteers Monsterville-Christmas rallied as a community.
- 2021 same promise, vaccine, see family, leadership will improve.
- Local – Glenwood Avenue pump station, senior center, Redevelopment in the downtown, Businesses in town, Centre Street reconstruction, Sustainable New Jersey Bronze Certification.
- Thank you to my family for allowing me to continue to be Mayor.

COUNCIL ASSIGNMENTS AND STANDING COMMITTEES FOR 2020

2020 COUNCIL DUTIES & RESPONSIBILITIES

| | |
|--|---|
| <p>PERNO Committee for Ways & Means, Director Committee for Public Safety, Member Department of Accounts & Auditing, Director Department of Finance, Director Department of Property, Director Abandoned/Vacant Property Economic Development Council Rep to Police Board</p> <p>SCARPA Committee for Public Safety, Member Department of Municipal Court, Director Public Events Committee Department of Records & Licenses, Director Personnel Policies & Procedures Senior Citizens, Liaison Shade Tree Commission, Liaison Communications & Website</p> <p>SPERRAZZA Committee Public Works & Service, Director Committee for Ways & Means, Member Recycling and Solid Waste Committee Department of Finance Department of Energy, Director Department of Sewer Utility Department of Highways, Director Council Rep to Police Board CDBG Program, Alternate Liaison to Pennsauken Sewerage Authority Department of Land Use and Building Inspection</p> <p>Council President- FITZGERALD</p> | <p>MCLOONE Committee for Public Safety, Director Committee for Public Works & Service, Member Department of Police, Director Department of Land Use and Building Inspection, Director Recreation Committee, Representative Personnel Policies and Procedures, Director Historic Preservation Commission, Liaison</p> <p>WOODS Council Rep to Planning/Zoning Board Recycling and Solid Waste Director Sustainable Merchantville/Energy Management Insurance Committee, Member Communications & Website Department of Parks & Recreation, Director Shade Tree Commission, Representative Pennsauken/Merchantville EMS, Director CDBG Program, Representative</p> <p>FITZGERALD Committee for Ways & Means, Member Committee for Public Works & Service, Member Department of Fire, Director Department of Health, Director Council Representative to Public Events Communications & Website, Director Emergency Management, Representative Business and Professional Association, Representative Board of Education, Liaison</p> |
|--|---|

2021 ANNUAL APPOINTMENTS

| | |
|----------------------------|-------------------------------|
| Manager Public Works | Kevin Patti |
| Fire Official /Inspector | Kevin Patti |
| Additional fire inspectors | Tom Connelly Erin Calderon |

| | |
|---|---------------------------------------|
| Code Enforcement Official / Property Maintenance Code | Kevin Patti |
| Deputy Code Enforcement Official Property Maintenance Code | Tom Connelly |
| Deputy Code Enforcement Official Property Maintenance Code | Vacant |
| Zoning Officer | Mara Wuebker |
| Construction Official | Chris Mecca |
| Chief Financial Officer | Denise Moules |
| • Interlocal Agreement with Barrington | |
| Tax Collector | Kristy Emmett |
| • Interlocal Agreement with Barrington | |
| Municipal Clerk | Denise Brouse |
| Purchasing Agent | Denise Brouse |
| Safety Coordinator / Right to Know Officer | Kevin Patti |
| Relocation Director | Kevin Patti |
| Office of Emergency Management Coordinator | Jon Paul Beauchamp |
| Police and Fire Surgeon | Work Net |
| Physician | Work Net |
| Violations Clerk | Maureen Finnegan Amber Rossi |
| Prosecutor | Alicia Danela |
| Chief Municipal Public Defender | Kerlin Hyppolite |
| Public Defender (Spanish) | Charles W. Wigginton |
| Spanish Interpreter | Rosa Maria Mendizabal |
| Court Sound Recorder | Carol Staszewski |
| Animal Control Officer | County |
| Board of Appeals | Daniel Sperrazza Edward F. Brennan |
| Municipal Coordinator on Aging | Vacant |

| | |
|---------------------------------|--------------------------|
| Municipal Housing Liaison | Denise Brouse |
| Municipal Drug Alliance | Kayla Calloway Vacant |
| Neighborhood Resolution Liaison | Nina Marie Scarpa |
| Registrar of Vital Statistic's | Denise Brouse |
| Deputy Registrar | Barbara Bennett |
| Sanitary Sewer Inspector | Joseph T. Brickley |
| Senior Citizen Coordinator | Vacant |
| Community Development Director | Mara Wuebker |

MAYOR APPOINTS BOARD AND COMMISSION MEMBERS

On a unanimous roll call vote, Council confirms:

Joint Land Use Board 2021

Meetings 2nd Tuesday of the month

2 alternates; 2 year terms

Class **IV** four year terms

| MEMBER | TERM EXPIRES | Email | Class |
|---|---------------------|--|-----------------|
| Brennan, Patrick J. 129 Browning Road 665-8045 | 12/31/2021 | Chairman po1122@aol.com 609-922-2854 | Class IV |
| Fiume III, Louis J 46 Chapel Ave 609-220-3776 | 12/31/2023 | LOUFUME@LIVE.COM | Class IV |
| Lammey, William 26 East Rogers Avenue 833-0010 | 12/31/2021 | Vice-Chairman wlammey@lgarch.com Cell:609-238-8606 | Class IV |
| Jennifer Lehman 210 E Maple Apt B7 | 12/31/2022 | jlehman103@gmail.com 856-513-5870 | Class IV |
| Stewart, Jessica | 12/31/2020 | jessica7stewart@gmail.com | Class IV |

606 W. Maple H2
856-264-3531

Uricchio, James
110 Lexington Avenue
438-6261

12/31/2022

james.uricchio@stantec.com
Cell:215-771-8409

**Class
IV**

Licata, Daniel
36 E Walnut Ave.

12/31/2020

licata.dan@gmail.com
856-889-9642

**Class
IV**

Wuebker, Mara
1 West Maple Ave.

Annual

Secretatry
communitydev@merchantvillenj.gov
856 662 0900

Class II

Vacant

***alternate 1**

**Class
IV**

Brennan, Edward Mayor
16 Springfield Avenue

Annual

ebrennan@merchantvillenj.gov
mayor@merchantvillenj.gov
856-986-2146

Class I

Mayor's designee
DiSimone, Scott

12/31/2020

lsd109@comcast.net
856-986-2146

Class I

Woods, Raymond H.
107 Plymouth Place

12/31/2020

rwoods@merchantvillenj.gov
609-792-9922

**Class
III**

Historic Preservation Commission 2021

Meetings 1st Tuesday of Month

7:30 PM

*4 year terms; 5 members

2 alternates- 2 year terms

| MEMBER | TERM EXPIRES | DATE APPOINTED | Class |
|--|-----------------|--|-------|
| Nussbaum, Craig 128 Ivins Avenue 609-605-2847 | 12/31/2022 | 1/1/2021 craignussbaum1@comcast.net | C |
| McLoone, Maureen 17 E. Chestnut Avenue 609-502-9275 | 12/31/2022 | 2/25/2002 mrsmerch@aol.com | B |
| Taylor, Jennifer | 12/31/2021 | 1/1/2019 jenniferleightaylot@gmail.com | C |

| | | | | |
|---|------------|--|-------------------|---|
| Waldron, Shawn 118 East Park Avenue 609-351-2737 | 12/31/2022 | 1/1/2015 shawnhoo2002@yahoo.com | | A |
| Weiner, Nathan | 12/31/2024 | 7/1/2018 houseinnortheast@yahoo.com | | C |
| Ruilova, R. Taylor 100 W Maple Ave | 12/31/2021 | 1/1/2019 truilova@comegnolaw.com | *alternate | C |
| Vacancy | 12/31/2022 | | *alternate | C |

Asselta, Mark Solicitor
854-8900

Brown & Connery, LLP
6 North Broad St.
Woodbury, NJ 08096

McLoone, Andrew
14 E Walnut Ave
267-597-2955

Council liaison
andrew.mcloone@gmail.com

Design:

Class A: 1
Class B: 1
Class C: 3 + 2 alternates

Shade Tree Commission 2021

| MEMBER | TERM EXPIRES | EMAIL |
|---|-----------------|--|
| Aaron, George 12 E WALNUT AVENUE Merchantville, NJ 08109 | 12/31/24 | gaaron74@gmail.com |
| Skoufalos, Elizabeth 224 PLYMOUTH PL Merchantville, NJ 08109 | 12/31/24 | elizabeth.skoufalos@gmail.com |
| Ben Menk 11 Springfield Ave | 12/31/23 | |
| Sohler, Monica 5 CLIFTON AVE Merchantville, NJ 08109 | 12/31/23 | zekovaserrata@gmail.com |
| Vacant | 12/31/21 | |

12/31/25

Vacant

12/31/20

Scarpa, Maria Nina
 311 St James Avenue
 Merchantville, NJ 08109

Council Liasonmscarpa@hotmail.com

Ray Woods

Asst. Council Liasonrwoods@merchantvillenj.gov

*5 year terms; 7 members

*at least 1 term expiring each year

Meetings 2nd Wednesday at 7:00 Boro hall/Zoom

Office of Emergency Management - 2021

Yearly

| Appt | Name | Title | Appointed | Term | Phone |
|------|-----------------------------|-----------------|-----------|------|--------------|
| | Jon Paul Beauchamp | Coordinator | Jan-15 | | |
| | John Brouse | Deputy | Jan-14 | | 609-280-7572 |
| | Christina Hunter | Deputy | Jan-20 | | 856-383-0914 |
| | Taylor Ruilova | Deputy | Jan-20 | | |
| | Chrissy Zia-Sass | Deputy | Jan-14 | | |
| | Building Inspector | Damage Assessor | Jan-14 | | |
| | Public Works Representative | Kevin Patti | Jan-21 | | 609-502-8692 |
| | Police Representative | Richard Grassia | Jan-19 | | 856-283-9787 |
| | Fire Representative | Kevin Patti | Jan-14 | | 609-502-8692 |
| | Mayor Brennan | | Jan-14 | | 856-426-9911 |

Public Events/Rec 2021

Beauchamp, Jon**Paul****Brouse, Denise****Fields, Amanda**

41 West Walnut

60 W. Chestnut Avenue

610-636-3842

317-9211

dbrouse@merchantvillenj.gov

| | | | |
|--------------------------|-------------------------------|----------|--|
| Goonan, Eric | 12 Fithian Avenue - 2nd Floor | | |
| Hunter, Christina | 46 W. Walnut Avenue | | |
| Lane, Diane | 58 W. Walnut Avenue | | |
| Ruilova, Taylor | | | truilova@comegnolaw.com |
| Sutin, Emily | 31 Fithian Avenue | | |
| Sutin, Matt | 31 Fithian Avenue | | |
| Waldron, Shawn | 118 E. Park Avenue | 486-2195 | shawnhoo2002@yahoo.com |
| Fitzgerald, Sean | Council 2nd in command | | sfitzgerald@merchantvillenj.gov |
| Brennan, Edward | Mayor | | |
| McLoone, Andrew | Councilman | | |
| Perno, Anthony | Councilman | | |
| Scarpa, Nina | Council Liaison | | |
| Sperrazza, Daniel | Councilman | | |
| Woods, Raymond | Councilman | | |

Health Commission 2021

| Annual or Appt * | MEMBER | TERM EXPIRES | EMAIL |
|---------------------|------------------------|----------------|--|
| * | Brennan, Joan | 12/31/2023 | |
| | Kipp, Nicole | 12/31/2022 | |
| * | Licata, Daniel | 12/31/2023 | |
| * | Physican | 12/31/2021 | |
| * | Vacant | 12/31/2022 | |
| * | Sean Fitzgerald | Council Liason | sfitzgerald@merchantvillenj.gov |

*3 year terms; 5 members
staggered terms: 2-2-1

MEETINGS 2021
As Scheduled

Water Commission 2021

| Annual or Appt * | MEMBER | TERM EXPIRES | EMAIL |
|---------------------|--------------------------|--------------|-------|
| | Edward F. Brennan | 6/1/2021 | |
| | *5 year terms | | |
| | Brennan, Patrick | 6/1/2024 | |
| | * 5year term | | |
| * | Saraceni, Michael | 12/31/2021 | |
| | * 1 year term | | |

| | |
|-----------|-----------------------------|
| Employees | Put on Financial Disclosure |
| | Spafford, Richard |
| | Campbell, Craig |
| | McConnell, Karl |

Diversity Committee 2021

| | | | |
|------------------------|------------------------|---|--|
| Member | Seth Amoah | 856-324-0436 | THEJUICEBAR.MERCHANTVILLE@GMAIL.COM |
| Member | Brigid Austin | 609-405-4136 | brigidoaustin@gmail.com |
| Member | John Baunach | 502-435-5284 | john.d.baunach@gmail.com |
| Member | Danielle Bordi | 856-986-2659 | daniellebordi@gmail.com |
| Member | Summer Freeman | 215-500-1079 | search4summer@yahoo.com |
| Member | Moses Griffin | 609-770-1006 | moe-griffin199@gmail.com |
| Member | Nicholas Hagan | 609-680-1323 | |
| Member | Cindy Morales | 856-577-5679 | cindymorales@comcast.net |
| Member | Noah Tennant | 215-510-4058 | ntennant@philasd.org |
| Member | Caroline Waters | 856-506-9805 | cfeliz@camden.rutgers.edu |
| Council Representative | Ray Woods | 609-792-9922 | rwoods@merchantvillenj.gov |
| Council Representative | Ted Brennan | ----- | ebrennan@merchantvillenj.gov |

Green Team 2021

| | | |
|------------------------|-------------------------|--|
| Co-leader | Griffin Kidd | kiddphysics@gmail.com |
| Co-leader | Ron Smith | calidris-smith4@gmail.com |
| Member | Brian Barnhart | brianbarnhartinc@gmail.com |
| Member | Joseph Bouvier | jbouvier@mattioni.com |
| Member | Caroline Bouvier | |
| Member | Olivia Bouvier | incredibleediblemerchantville@gmail.com |
| Member | Joan Brennan | browne@merchantville.k12.nj.us |
| Member | Adrienne Browne | ni@eilandarts.com |
| Member | Nicole Eiland | dojofo@comcast.net |
| Member | Dorothy Foley | cindyhertneck@gmail.com |
| Member | Cindy Hertneck | kmentzer@me.com |
| Member | Kerry Mentzer | rymiddle@vt.edu |
| Member | Ryan Middleton | millerhuddell@yahoo.com |
| Member | Kerry Miller | jwoodruff0@gmail.com |
| Member | John Woodruff | |
| Council Representative | Ray Woods | rwoods@merchantvillenj.gov |

ANNUAL RESOLUTIONS:

On the motion of Mr. Sperrazza and Mr. Perno and a unanimous roll call vote, Council adopted the following resolutions by Consent Agenda: R21-01 to R21-18:

R21-01
RESOLUTION ADOPTING BY-LAWS OF COUNCIL

BE IT RESOLVED that the By-Laws of the Council of the Borough of Merchantville be and are hereby adopted for the ensuing year.

R21-02
**RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN,
 STATE OF NEW JERSEY DESIGNATING THE DATE OF THE RE ORGANIZATION MEETING FOR
 2022 AND LISTING COUNCIL MEETINGS FOR 2021**

BE IT RESOLVED that the 2021 Organization Meeting of the Borough Council of the Borough of Merchantville shall be held on Monday, January 3, 2022

| | | | | | | | | | |
|--------|----------|----|------|----|--------|-----------|----|------|----|
| Monday | January | 4 | 2021 | ** | | | | | |
| Monday | January | 11 | 2021 | * | Monday | July | 12 | 2021 | *& |
| Monday | January | 18 | 2021 | ◇ | Monday | July | 19 | 2021 | ◇ |
| Monday | January | 25 | 2021 | & | Monday | July | 26 | 2021 | ◇ |
| Monday | February | 1 | 2021 | ◇ | Monday | August | 2 | 2021 | ◇ |
| Monday | February | 8 | 2021 | * | Monday | August | 9 | 2021 | *& |
| Monday | February | 15 | 2021 | ◇ | Monday | August | 16 | 2021 | ◇ |
| Monday | February | 22 | 2021 | & | Monday | August | 23 | 2021 | ◇ |
| Monday | March | 1 | 2021 | ◇ | Monday | September | 13 | 2021 | * |
| Monday | March | 8 | 2021 | * | Monday | September | 20 | 2021 | ◇ |
| Monday | March | 15 | 2021 | ◇ | Monday | September | 27 | 2021 | & |
| Monday | March | 22 | 2021 | & | Monday | October | 4 | 2021 | ◇ |
| Monday | April | 5 | 2021 | ◇ | Monday | October | 11 | 2021 | * |
| Monday | April | 12 | 2021 | * | Monday | October | 18 | 2021 | ◇ |
| Monday | April | 19 | 2021 | ◇ | Monday | October | 25 | 2021 | & |
| Monday | April | 26 | 2021 | & | Monday | November | 1 | 2021 | ◇ |
| Monday | May | 3 | 2021 | ◇ | Monday | November | 8 | 2021 | * |
| Monday | May | 10 | 2021 | *& | Monday | November | 15 | 2021 | ◇ |
| Monday | May | 17 | 2021 | ◇ | Monday | November | 22 | 2021 | & |
| Monday | May | 24 | 2021 | ◇ | Monday | December | 6 | 2021 | ◇ |
| Monday | June | 7 | 2021 | ◇ | Monday | December | 13 | 2021 | * |
| Monday | June | 14 | 2021 | *& | Monday | December | 20 | 2021 | ◇ |
| Monday | June | 21 | 2021 | ◇ | Monday | December | 27 | 2021 | & |
| Monday | June | 28 | 2021 | ◇ | Monday | January | 3 | 2022 | ** |

* Regular meeting 7:30 PM

& Caucus meeting 7:30 PM

◇ Advertised but not scheduled meetings

*& Regular and Caucus meeting 6:30 PM

Formal action by Borough Council may be taken at these meetings

**R21-03
RESOLUTION DESIGNATING DEPOSITORIES**

RESOLVED that the following lending institutions be and are hereby designated as depositories of Borough funds:

1st Colonial Community Bank, Collingswood, NJ
New Jersey Cash Management Fund
TD Bank NA, Cherry Hill, NJ

**R21-04
RESOLUTION DESIGNATING NEWSPAPERS**

RESOLVED that the Retrospect of Collingswood, New Jersey and the Courier-Post of Cherry Hill, New Jersey and the Burlington County Times of New Jersey be and are hereby designated as the official newspapers for legal advertising of Borough business.

BE IT FURTHER RESOLVED that said newspapers be and are hereby designated to receive notices of official meetings held in the Borough of Merchantville in accordance with the provisions of Chapter 231, Laws of 1975, "The Open Public Meetings Act".

**R21-05
A RESOLUTION APPOINTING AN INSURANCE AGENT
FOR THE BOROUGH OF MERCHANTVILLE
AND EXEMPTING INSURANCE FROM FORMAL BID REQUIREMENTS**

WHEREAS, there exists a need for an Insurance Agent to advise the Borough on insurance requirements, available coverage and changes in insurance programs; and

WHEREAS, the Local Public Contracts Law requires a resolution be adopted appointing an Insurance Agent as a professional service; and

WHEREAS, the Local Public Contracts Law requires that a resolution be adopted authorizing the award of contracts for insurance coverage responding to the Fair and Open process for request for proposals on November 19, 2020; and

WHEREAS, insurance coverage should be obtained through an informal quote basis due to the complexity of specification preparation, the potential of overlooking a hazard or liability in the competitive bidding process, the reluctance of insurance companies to openly participate in insurance bidding and the insurance history of municipal government in general in obtaining adequate insurance coverage; and

WHEREAS, this contract is being awarded pursuant to a "fair and open" process, pursuant to the requirements of New Jersey Local Unit Pay-to-Play Law N.J.S.A. 19:44A-20.4 et seq;

NOW, THEREFORE, BE IT RESOLVED by the Borough of Merchantville that
Conner, Strong and Buckelew Companies, Inc.

- Broker of record
- Employee benefit program
-

are hereby appointed as Insurance Agents of the Borough of Merchantville and are authorized to seek quotes for insurance coverage on behalf of the Borough, and are authorized to enter into these policies on behalf of the Borough.

**R21-06
RESOLUTION FIXING THE RATE OF INTEREST TO BE CHARGED
ON DELINQUENT TAXES AND ASSESSMENTS**

WHEREAS, NJSA 54:4-67 permits the governing body of a municipality to fix the rate of interest to be charged for nonpayment of taxes, assessments, sewer rents or other municipal liens or charges, unless otherwise provided by law, subject to any abatement or discount for late payment; and

WHEREAS, NJSA 54:4-67 permits the fixing of a rate up to 8% per annum on the first \$1,500 of delinquency and up to 18% per annum on any delinquent amount in excess of \$1,500 and allows an additional penalty up to 6% to be collected against a delinquency in excess of \$10,000 on parcels that failed to pay the delinquency prior to the end of the fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Municipality that the Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500 of delinquency and 18% per annum on any amount in excess of \$1,500 delinquency after the due date; if a delinquency in the sum of \$10,000 remains unpaid at the end of the fiscal year a penalty of 6% shall be charged against that delinquency. No interest shall be charged if payment of any installment is received within ten calendar days after the date on which same is payable. If the tenth calendar day falls on a Saturday, Sunday or legal holiday, the grace period shall extend to the next calendar day.

**R21-07
RESOLUTION ESTABLISHING PETTY CASH FUNDS**

BE IT RESOLVED that the Treasurer be and is hereby directed to establish a Petty Cash Fund with a draft written upon the current fund account in the amount of Two Hundred Dollars (\$200.00) and that Denise Brouse be named custodian of said fund, and that she make a periodic report of the expenditures of such fund to Borough Council.

BE IT FURTHER RESOLVED that the Treasurer be and is hereby directed to establish a Petty Cash Fund for Health Insurance reimbursements with a draft written upon the current fund account of Two Hundred Dollars (\$200.00) and that Denise Brouse be named custodian of said fund, and that she make a periodic report of the expenditures of such fund to Borough Council.

**R21-08
RESOLUTION AUTHORIZING THE APPOINTMENT OF
REPRESENTATIVE AND ALTERNATE TO THE CAMDEN
COUNTY COMMUNITY DEVELOPMENT ADVISORY BOARD**

WHEREAS, there is hereby established an annual requirement of a Municipality to appoint a voting representative, and alternate to the Camden County Community Development Advisory Board; and

WHEREAS, the Borough of Merchantville wishes to continue to be a voting member of said Board in conjunction with the existing Cooperation Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Borough of Merchantville that Raymond Woods is hereby appointed to serve as the representative from the Borough of Merchantville to the Camden County Community Development Advisory Board; and

FURTHER, Daniel Sperrazza is hereby appointed to serve as the Alternate Member,

FURTHER, a certified copy of this Resolution is to be submitted to the County Community Development Office.

R21-09 RESOLUTION MODEL CASH MANAGEMENT PLAN

BE IT RESOLVED, by the Borough Council of the Borough of Merchantville, County of Camden, that for the year 2021, the following shall serve as the Cash Management Plan of the Borough of Merchantville.

The Chief Financial Officer is directed to use this Cash Management Plan as the guide in depositing and investing the Borough of Merchantville's funds.

The following are suitable and authorized investments:

1. Interest-bearing bank accounts and certificates of deposit in authorized banks, listed below, for deposit of local unit funds.
2. Government money market mutual funds as comply with NJSA 40A:5-15.1(e)
3. Local government investment pools which comply with NJSA 40A:5-15.1(e) and conditions set by the Division of Local Government Services
4. New Jersey State Cash Management Fund.
5. Repurchase agreements (repos) of fully collateralized securities which comply with NJSA 40A:5-15.1(a).

Each month, the Chief Financial Officer shall prepare a schedule of investments purchased and redeemed, investment earnings, fees incurred and market value of all investments.

The following Government Unit Depository Protection Act approved banks are authorized depositories for the deposit of funds in 2021:

1st Colonial Community Bank, Collingswood, New Jersey
TD Bank, Cherry Hill, New Jersey

The Chief Financial Officer shall report to the governing body any account that does not earn interest.

The Chief Financial Officer shall be guided by the attached Cash Management Policy, identified as Exhibit

BE IT FURTHER RESOLVED that the Cash Management Plan be adopted by resolution of the Borough Council of the Borough of Merchantville annually at its reorganization meeting.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Merchantville, County of Camden, State of New Jersey, that the Cash Management Plan is hereby adopted and shall forthwith be followed by Borough Officials.

R21-10
RESOLUTION AUTHORIZING APPOINTMENT OF BOROUGH PROFESSIONALS

WHEREAS, N.J.S.A. 40:87-15 authorizes the appointment of a Borough Engineer and such other officers as the Borough Council may deem necessary, and

WHEREAS, there exists a need for the following:

- (1) Registered Municipal Accountants
- (2) Borough Engineer
- (3) Municipal Planner
- (4) Borough Solicitor
- (5) Bond Counsel
- (6) Payroll Department
- (7) Financial Advisor
- (8) Environmental Engineer
- (9) Special Counsel
- (10) Special Conflict Engineer
- (11) Land Use Board Engineer
- (12) Historic Preservation Commission Attorney

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contract for "professional services" without competitive bids must be publicly advertised;

WHEREAS, this contract is being awarded pursuant to a "fair and open" process, pursuant to the requirements of New Jersey Local Unit Pay-to-Play Law N.J.S.A. 19:44A-20.4 et seq;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Merchantville, as follows:

(1) The Mayor and Borough Clerk are hereby authorized and directed to execute the agreements with:

- 1 ROBERT P. NEHILA JR, CPA, RMA, PSA, PARTNER** acting for Bowman and Company, Registered Municipal Accountant;
- 2 PENNONI ASSOCIATES**, Borough Engineer;
- 3 CME ASSOCIATES**, Municipal Planner;
- 4 TIMOTHY HIGGINS, ESQ.**, Borough Solicitor;
- 5 PHILIP A. NORCROSS, ESQUIRE** of Parker / Mc Cay, Municipal Bond Counsel;
- 6 CHRISTI L. CHIARULLI** of USA Payroll;
- 7 PHOENIX FINANCIAL GROUP, INC.**, Financial Advisor;
- 8 ENVIRONMENTAL RESOLUTIONS**, Environmental Engineer;
- 9 JAMES MALEY**, Maley and Associates, Special Counsel, Land Use;
- 10 CME ASSOCIATES**, Special Conflict Engineer;
- 11 ENVIRONMENTAL RESOLUTIONS, INC.**, Land Use Board Engineers
- 12 BROWN & CONNERY LLP**, Historic Preservation Attorney

(2) A copy of this resolution shall be published in the Retrospect as required by law within ten (10) days of its passage.

R21-11**RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN, NEW JERSEY
APPOINTING PRINCIPAL PUBLIC WORKS MANAGER**

WHEREAS, pursuant to NJSA 40A:9-154.6 et seq., the governing body of the Borough of Merchantville is required to appoint a Principal Public Works Manager; and

WHEREAS, Joseph T. Brickley, PE, CPWM, 321 Bem Street, Riverside, NJ, 08075 holds a valid Public Works Manager Certificate pursuant to NJSA 40A:9-154.6c;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Merchantville, County of Camden, State of New Jersey, that Joseph T. Brickley be appointed for a term expiring December 31, 2021 as Principal Public Works Manager for the Borough of Merchantville.

R21-12**RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN AND STATE OF
NEW JERSEY DESIGNATING THE BOROUGH'S PUBLIC AGENCY COMPLIANCE OFFICER**

WHEREAS, pursuant to P.L. 1975, C.127 (N.J.A.C. 17:27) the Borough of Merchantville, a public agency, shall designate an officer or employee to serve as a Public Agency Compliance Officer (P.A.C.O.); and

WHEREAS, the P.A.C.O. is the liaison official for matters concerning P.L. 1975, C.127 (N.J.A.C. 17:27) and should have the authority to recommend the appropriate corrections to the public agency's contracting procedures;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Merchantville, that the Municipal Clerk, Denise L. Brouse, is hereby appointed as the P.A.C.O. for the Borough of Merchantville for a term expiring December 31, 2021.

R21-13**RESOLUTION APPOINTING MUNICIPAL COURT
ADMINISTRATOR AND DEPUTY COURT ADMINISTRATOR OF THE
BOROUGH OF MERCHANTVILLE MUNICIPAL COURT**

WHEREAS, there exists a need for a Court Administrator and Deputy Court Administrator of the Borough of Merchantville Municipal Court;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Merchantville that Maureen Finnegan be appointed Certified Municipal Court Administrator for the Borough of Merchantville, County of Camden and State of New Jersey for a period of one (1) year; and

BE IT FURTHER RESOLVED, that Amber V. Rossi be appointed Deputy Court Administrator for the Borough of Merchantville, County of Camden and State of New Jersey for a period of one (1) year.

R21-14**RESOLUTION DESIGNATING OFFICER TO SIGN BOROUGH ACCOUNTS**

WHEREAS, prior Resolutions adopted by the Borough Council of the Borough of Merchantville designate the officers of the Borough empowered to sign warrants on the following Borough Accounts with 1st Colonial National Bank of Collingswood, NJ:

1. Dog Account 0123000317 (2 signatures)
2. Medical Account (0223000423)
3. Salary Account 0123000283 (1 signature)
4. General Capital Fund 0123000325 (2 signatures)
5. Trust Account, Other Funds 0123000366 (2 signatures)
6. Merchantville Sewer Utility 0123000333 (2 signatures)
7. Merchantville Sewer Capital 0123001497 (2 signatures)
8. Borough of Merchantville (Current) 0123000275 (2 signatures)

NOW, THEREFORE, BE IT RESOLVED that effective January 4, 2021, the following officers be used to implement the prior Resolutions:

| | |
|-----------------------------------|----------------|
| Mayor: | Edward Brennan |
| President of Council: | Anthony Perno |
| Chief Financial Officer: | Denise Moules |
| Borough Clerk: | Denise Brouse |
| Director of Accounts and Auditing | Anthony Perno |

R21-15

RESOLUTION DESIGNATING OFFICERS TO SIGN BOROUGH WARRANTS FOR COURT

WHEREAS, prior Resolutions adopted by the Borough Council of the Borough of Merchantville designate the officers of the Borough empowered to sign warrants on the following Borough Accounts with 1st Colonial National Bank, Collingswood, New Jersey:

1. Borough of Merchantville (1st Colonial) (General)
0123000648 (1 signature)
2. Borough of Merchantville (1st Colonial) (Bail)
0123000655 (1 signature)

NOW, THEREFORE, BE IT RESOLVED that effective January 1, 2021, the following individuals be used to implement the prior Resolutions:

| | |
|-----------------------------|---------------------|
| Court Administrator: | Maureen F. Finnegan |
| Deputy Court Administrator: | Amber V. Rossi |

R21-16

RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN AND STATE OF NEW JERSEY FOR THE ANNUAL APPOINTMENT OF DENISE BROUSE AS THE REGISTRAR OF VITAL STATISTICS OF THE BOROUGH OF MERCHANTVILLE

WHEREAS, N.J.S.A. 26:8-11 requires the Municipal Clerk be appointed as the local registrar in any district having a population of less than 5,000; and

WHEREAS, Denise Brouse is the Borough Clerk and therefore will be appointed as the Registrar of Vital Statistics for the Borough of Merchantville;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Merchantville that Denise Brouse be and is hereby appointed to the position of Registrar of Vital Statistics for an annual term commencing January 1, 2021 and concluding on December 31, 2021.

R21-17

RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN AND STATE OF NEW JERSEY APPOINTING JOHN QUEEN AS MUNICIPAL HUMANE LAW ENFORCEMENT OFFICER

WHEREAS, Chapter 22 of Title 4 of the Revised Statutes, requires the Municipality to appoint a Municipal Humane Law Enforcement Officer (MHLEO); and

WHEREAS, the Mayor and Council desire to appoint John Queen as Municipal Humane Law Enforcement Officer; and

WHEREAS, the Municipal Humane Officer has completed the required training course developed by the Police Training Commission;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Merchantville that John Queen be and is hereby appointed to the position of Municipal Humane Law Enforcement Officer (MHLEO) for an annual term concluding on December 31, 2021.

R21-18

RESOLUTION OF THE BOROUGH OF MERCHANTVILLE, COUNTY OF CAMDEN, STATE OF NEW JERSEY ADOPTING 2021 TEMPORARY BUDGET

WHEREAS, Section 40A:4-19 of the Local Budget Law provides that, where any contracts, commitments or payments are to be made prior to the adoption of the 2021 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and time therein provided;

WHEREAS, the date of this resolution is within the first thirty days of January 2021; and

WHEREAS, 26.25% of the total appropriations of the 2020 Budget is the sum of \$1,190,719.67 excluding Debt Service; and

WHEREAS, 26.25% of the total appropriations of the 2020 Sewer Utility Budget is the sum of \$88,342.80 excluding Debt Service;

NOW, THEREFORE, BE IT RESOLVED that the following temporary appropriations be made and that a certified copy of this Resolution be transmitted to the Chief Financial Officer for their records:

TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES: \$1,190,719.67

ADD:

DEBT SERVICE \$490,826.00

TOTAL 2021 TEMPORARY BUDGET **\$1,681,545.67**

SEWER UTILITY FUND:

OPERATING \$ 88,342.80

ADD:

BOND PRINCIPAL AND INTEREST \$149,996.00

TOTAL 2021 SEWER UTILITY TEMPORARY BUDGET **\$ 238,338.80**

On the motion of Mr. Sperrazza and Mr. McLoone and a unanimous roll call vote, Council adopted resolution 21-19

**R21-19
RESOLUTION APPOINTING JUDGE OF THE BOROUGH OF
MERCHANTVILLE MUNICIPAL COURT**

WHEREAS, there is a need for the appointment of a Municipal Court Judge; and

WHEREAS, the Mayor has submitted the name of Brian Herman to serve as Municipal Judge;

NOW, THEREFORE, BE IT RESOLVED that the nomination of Brian Herman is hereby confirmed, and that he is appointed to the position of Municipal Court Judge of the Borough of Merchantville, County of Camden and State of New Jersey. Term: three (3) years. Effective January 1, 2021; expiring December 31, 2023.

Oath of office appointing Municipal Judge Herman

Oath of office for all Borough Officials

Please rise to be sworn in

Schedule of 2020 Borough Holidays**Borough of Merchantville
2021 Holiday Schedule**

| | | | |
|-----------------|------------------|-----------|-------------------------------|
| Friday | January | 1 | NEW YEAR'S DAY |
| Monday | January | 18 | DR. MARTIN LUTHER KING |
| Monday | February | 15 | PRESIDENTS' DAY |
| Monday | May | 31 | MEMORIAL DAY |
| Monday | July | 5 | INDEPENDENCE DAY |
| Monday | September | 6 | LABOR DAY |
| Thursday | November | 11 | VETERANS' DAY |
| Thursday | November | 25 | THANKSGIVING DAY |
| Friday | November | 26 | THANKSGIVING HOLIDAY |
| Friday | December | 24 | CHRISTMAS HOLIDAY |

**In addition, four (4) personal days (Christmas is on a Saturday)
may be selected by each employee**

| | | | | |
|---------------|-----------------|-----------|-------------|-----------------------|
| Friday | December | 31 | 2021 | NEW YEAR'S DAY |
|---------------|-----------------|-----------|-------------|-----------------------|

Remarks by Audience

None

ADJOURNMENT: On the motion of Mr. Perno and second of Ms. Scarpa, the meeting was adjourned at 8:21 PM.

DENISE L. BROUSE
BOROUGH CLERK